

**Town Meeting Coordinating Committee Meeting
Minutes from October 1, 2008**

1. **Call to Order:** This meeting began at 7:15pm. Present were: Harry Brooks, Nonny Burack, Carol Gray, Peggy Roberts, Mary Streeter and Aaron Hayden. Absent: Judy Simpson.

2. **Minutes:** Aaron moved, and Harry seconded, to adopt the September 25, 2008 minutes with edits provided by members. All members voted in favor of adopting the minutes.

3. **TMCC to Request Select Board Meeting of Oct. 6 to Delay Opening Date for Town Meeting to Nov. 10:** Peggy spoke informally to Gerry and Stephanie about starting Town Meeting on Nov. 10. She was told it would be discussed by the Select Board on Oct. 6 so she will go there to present this suggestion.

4. **Posting of TMCC on Town Website:** Mary met with Kris Pacunas. She printed out the TMCC website as it now looks. She learned how to do links and to put documents in. Peggy said she would send Mary minutes and agendas for the last 10 meetings now and more later. Peggy gave Mary a disc from Marcie Sclove that may have minutes prior to 2006 for the website. Mary said the resource section needed more information and she'd like suggestions about what should be on the page. Peggy was talking to Kris Pacunas, Director of Information Systems, about Kendrick Park today about links and he said he likes to put links right in the text. Mary asked Kris Pacunas to print out the old TMCC page (before the website was redone) if possible. Carol asked if the old TMCC webpage could be emailed to Mary so she could forward it to us. Peggy suggested there be a link that would go to all documents for this town meeting. Harry said some of the boards have a contact name with phone number under the Directory section of the website. Peggy said she was willing to be the contact person with her home phone number listed. Carol suggested there be a link for suggestions on the TMCC webpage that would be sent to the TMCC email.

Town Meeting Listserv: Mary noted that the list needed cleaning up since people leave, die, or return as members. Carol said that part of TMCC's job is to encourage participation in town government so she recommended that TMCC send an email announcing that we will keep anyone on the listserv who is no longer in Town Meeting unless they request to be removed, so that they can be informed about Town Meeting issues.

Peggy asked for everyone to compile a list of what things would be useful to have on the TMCC website.

5. **Planning of Events Before Nov. 5 Special Town Meeting**

- **Informational Forum on the Budget, Oct. 21, 7pm-9pm, ACTV:** Carol suggested a title of "Where does the Money Go? Where should it go?" Nonny suggested a variation of this: "Money: Where does it go? Where should it go?" Carol said she would do the flyer for the forum and asked if anyone else could handle the publicity. Aaron volunteered to do that. Carol said the line-up to be invited is: Helen Vivian (Superintendent of Schools), Kathleen Wang (Libraries), Gilford Mooring (DPW), and Keith Hoyle (Fire Department). It was suggested we have snacks and coffee available. Carol asked if there was money in the budget for this. Peggy

said there was \$300 total for the year. Harry said he would check to see what was left. Harry said ACTV arrangements were all set.

- **Warrant Review, Oct. 23, 7:30pm-9:30pm, Middle School Auditorium:** Peggy said this would be easy since it's such a short warrant.
- **Bus Tour, October 26, Sunday, 2-4pm:** Aaron said it looked like two of the articles on the first draft of the warrant will very likely be dropped, the North Amherst PRP and 284 North Pleasant Street. Carol and Harry are the committee for the bus tour and will brainstorm what kinds of things could be on the bus tour. Some questioned whether a bus tour would be needed. Carol said the subcommittee would be meeting and would report possible stops.
- **Precinct Meetings:** Mary reported that the precinct meeting schedule was going well. Mary asked if people could be paid back for sending out postcards. Carol moved, and Aaron seconded a motion that TMCC reimburse precinct meeting organizers for postage costs for sending out postcards, not to exceed \$15. Harry was asked to check on our budget and the process for requesting reimbursements.

6. **Consent Calendar:** Aaron suggested TMCC ask Harrison Gregg if he would consider using a consent calendar for some articles in the warrant for the November meeting. Aaron said we might talk about revising the process for the consent calendar if it's not being used. Aaron moved that TMCC ask Harrison Gregg to consider reintroducing the use of the consent calendar. The motion was seconded and voted unanimously.

7. **Absentee Letter:** The draft letter Judy wrote was reviewed. Concerns were expressed that we don't want to have a negative tone. Aaron volunteered to write a short upbeat draft for discussion.

8. **Packets:** The deadline for the first packet is Oct. 15. The first packet will include the flyer with information about the forum, warrant review, bus tour, and the precinct meeting schedule. The deadline for the second packet is October 23. Aaron suggested we talk about the second packet after we prepare materials for the first packet.

7. **Scheduling of TMCC Meetings:** The next meeting will be Tuesday, Oct. 7, 6:30pm.

8. **Adjournment:** Mary moved and Nonny seconded the motion to adjourn the meeting. The meeting adjourned at 8:55pm.

Documents Distributed at the meeting:

1. Minutes from September 25, 2008.
2. Agenda for today's meeting.
3. Special Town Meeting Checklist
4. Updated Fall Special Town Meeting Dates.
5. Draft of letter to TM members with poor attendance
6. TMCC webpage

Carol Gray, Secretary